

# ENGINEERING CHANGE NOTICE

## DART AEROSPACE LTD

Date: 13.10.30	Job No.:	ADR Yes/No: <input checked="" type="checkbox"/>	ADR Date:	ECN #: 13- 669
Product No.: D350-591		Created By: DB	Approved By: <i>[Signature]</i>	
Product Name: Heli-Access-Step		Checked By: <i>[Signature]</i>		

Distribution	Reqd	Resp	Initial / Date (YY/MM/DD)	Distribution	Reqd	Resp	Initial / Date (YY/MM/DD)
Director of Operations	Y	NF	<i>SL</i> 14/01/08	DQA / QA Coord.	Y	PS	<i>SL</i> 14/01/08
Production Manager / Coord.	Y	LL/MF	<i>SL</i> 14.01.08	QC Coordinator	Y	ED	<i>SL</i> 14.01.08
Purchasing Coord.	<i>M</i>	CL		Customer Support	Y	SW/LM	<i>SL</i> 14.01.08
Production Engineering Coord.	Y	DD/JLM	<i>SL</i> 14.01.08	Customer Technical Support	Y	MB/HS	<i>SL</i> 14.01.07
Production Engineering Coord.	N	DL		Marketing	Y	HM	<i>SL</i> 14.01.07
Customer Order Processing	<i>M</i>	RM/CA		Sales Support Manager	Y	NM	<i>SL</i> 14-01-07

**Reason for Change:**  
PAR13-308, Side cargo door hits basket on loaded aircraft

**Documents Affected:**  
DSI 9670 Rev A, D4964 Rev A, MDL-D350-591 *REV I.*

PAPERWORK UPDATE ☒ PARTS MUST COMPLY ☒ PREVIOUS PARTS SATISFACTORY ☐

#	Quality Assurance Actions	Reqd	Resp	Notes	Complete
1	Notify Previous Customers	N			
2	Notify Eurocopter France	N			
3					

#	Engineering Actions	Reqd	Resp	Notes	Complete
4	Required Documents/Drawings Under Review	N			
5	Update Master Document List (MDL)	Y	DB		<i>13.10.30 DB</i>
6	Update Product Compatability Matrix	Y	<i>MB</i>		<i>14.01.08</i>
7	Notify TC / FAA of Change	Y			
8					
9					

#	Document Control Actions	Reqd	Resp	Notes	Complete
10	Move Electronic Files/Design Journal	Y	KJ		<i>14.01.07</i>
11	Update Product Specification Files	Y	KJ	<i>DSI ON REQUEST</i>	<i>14.01.07</i>
12	Update Approved/Preliminary Dwg PDF Files	Y	KJ		<i>14.01.07</i>
13	Update Document Record (DR)	N			
14	Update Product Development Summary	N			
15	Update QSI 021(TC/FAA STC) and/or STC Approval List	<i>N</i>	<i>KJ</i>		<i>14.01.07</i>
16	Create/Update Parts / STC Database	Y	KJ		<i>14.01.07</i>
17	Update / Verify ARC Database	Y	KJ	<i># 20</i>	<i>14.01.07</i>
18	Create / Update Change Record Form / Item Card Database	Y	KJ	<i>DSI 9670-011/-013 @ CHG001</i>	<i>14.01.07</i>
19	Create / Update PPP's	Y	KJ		<i>14.01.07</i>
20	Red Decals required?	<i>N</i>	<i>KJ</i>		
21	Update Document Control Database (Qpulse)	<i>N</i>	<i>KJ</i>		
22	Update Grey Project / Electronic Binder PDF Files	Y	KJ		<i>14.01.07</i>
23	Update D-Part/M-Drawing/DSI/DEO Master Binders	Y	KJ		<i>14.01.07</i>
24	Manufacturing Licensing Agreement Update	N			

**Description / Action:**

ECN Verified & Complete: *[Signature]*

Date: 14/1/8